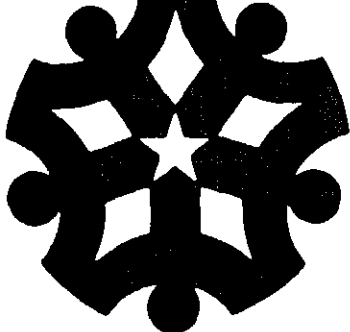


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Programs for the Handicapped

CLEARINGHOUSE ON THE HANDICAPPED

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**FY 1984 Budget Request
Delivered to Congress**

**Despite Opposition to Proposed
94-142 Regs., ED Pleased with Process**

**Fenderson Gives Congress
Overview of NIHR Activities**

**Breaking New Ground for
The Handicapped Farmer**

**The Who, What, When, and How
Of the Federal Funding Process**

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Room 3119 Switzer Bldg.

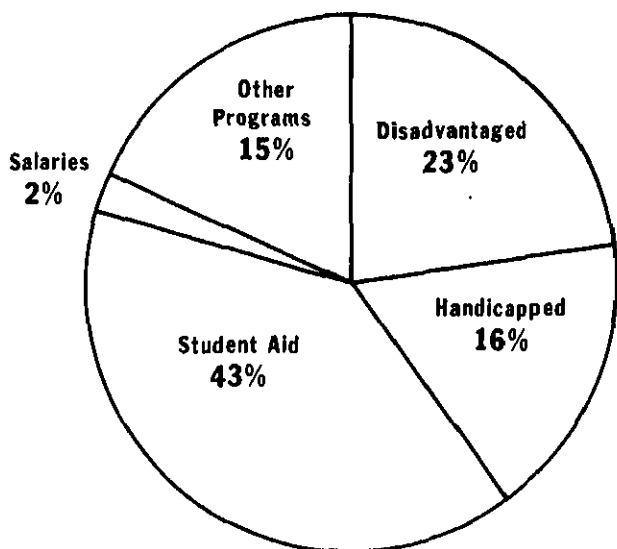
Delivered to Congress

"We will continue to emphasize assistance to the disadvantaged, the handicapped, needy college students, and other areas of special federal responsibility," Secretary of Education T. H. Bell told Congress in delivering the President's budget request of \$13.2 billion for education programs in fiscal year 1984.

"For the Education of the Handicapped Act," Bell said, "our \$1 billion request includes over \$998 million for state grants. If enacted, this would be the highest funding level in the history of the program. These funds will continue to provide a federal share of about 8 percent of the excess costs of educating over 4 million handicapped children.

"For rehabilitation services," he added, "we are continuing the program at the 1983 level, and we are proposing new legislation with performance-based funding designed to reward states for the successful rehabilitation of the *severely disabled*. This proposal will improve vocational rehabilitation services especially for the most severely handicapped."

The proposed fiscal 1984 funding requests for programs for the handicapped are as follows:



Special Education State Grants

(BA in millions)

Children served (in thousands)

Share per child (in dollars)

1983	1984	Change from 1983
\$970	\$998	+ \$28
4,040	4,080	+ 40
\$240	\$245	+ \$5

The 1984 request of \$998 million is an increase of almost 3 percent. The increase proposed for this program is offset by decreases in federal discretionary activities. This shift places additional resources at the disposal of state and local education agencies which under the Education of the Handicapped Act bear the ultimate responsibility for educating handicapped children.

Preschool Incentive Grants

(BA in millions)

Children served (in thousands)

1983	1984	Change from 1983
\$25	\$25	-
228	228	-

Special Purpose Funds

(BA in millions)

Deaf-Blind Centers

Severely Handicapped Projects

Early Childhood Education

Regional Vocational, Adult and

Postsecondary Programs

Innovation and Development

Media Services and Captioned Films

Regional Resource Centers

Recruitment and Information

Special Education Personnel Development

Special Studies

1983	1984	Change from 1983
\$15.4	\$9.6	- \$5.8
2.9	2.9	-
16.8	11.8	- 5.0
2.8	2.8	-
12.0	10.8	- 1.2
12.0	11.5	- .5
2.9	2.9	-
.7	.7	-
49.3	33.6	- 15.7
.5	.5	-
115.3	87.1	- 28.2

Total

	1983	1984	Change from 1983
Rehabilitation Services Basic Grants			
(BA in millions)	\$944	\$944	—
Cases on hand, end of year (in 000)	628	652	+ 24
Total active cases (in 000)	984	985	+ 1
Cases rehabilitated (in 000)			
Severely disabled	138	135	- 3
(% of total)	(61%)	(64%)	(+ 3%)
Nonseverely disabled	90	76	- 14
(% of total)	(39%)	(36%)	(- 3%)

The 1984 budget request continues Basic State Grants at the 1983 appropriation level, but with special emphasis on the rehabilitation of severely disabled clients. There may be a slight reduction in numbers of clients served and the number of rehabilitations because of inflation.

Under proposed legislation, changes in the population and per capita income formula would be made in the way State Grant funds are allocated. These changes would reward States that are achieving rehabilitation outcomes that promote greater functional and economic independence for severely disabled individuals.

	1983	1984	Change from 1983
Rehabilitation Services—Special Purpose Funds			
(BA in millions)			
Rehabilitation Training	19	19	—
Independent Living	17	17	—
Special Demonstration Programs	26	26	—
Number of Independent Living Centers	135	135	—
Number of rehabilitation personnel trained	12,700	12,000	—

Under proposed legislation to continue the program in 1984, unfunded and duplicative authorities would be deleted.

In 1984, funding priorities for service projects will focus on projects with industry and projects serving severely disabled persons.

	1983	1984	Change from 1983
National Institute of Handicapped Research			
(BA in millions)	\$30	\$30	—
Number of:			
Research and Training Centers	26	26	—
Rehabilitation Engineering Centers	17	17	—
Discrete projects	37	37	—
Total	80	80	—

Authorization to continue the National Institute of Handicapped Research is included, with minor changes, in proposed legislation to amend the Rehabilitation Act of 1973.

Proposed 94-142 Regs., ED Pleased with Process

A preliminary analysis of public comments on proposed regulatory changes to Public Law 94-142, the Education for All Handicapped Children Act, shows 96 percent of the public comments against the proposed regulations, according to the Department of Education's analysis by Special Education Programs (SEP).

Despite this overwhelming opposition to the proposed regulations for 94-142, senior SEP officials report they are pleased with the review process and with the renewed interest and input from the special education community which "will serve to more clearly articulate the direction the Department should pursue... over the next five to ten years."

The Initial Notice of Proposed Rulemaking for 94-142 was published August 4, 1982. Following that, the Department held 11 public hearings throughout the country, in which more than 1000 individuals participated, presented its position before House and Senate hearings, and gave briefings to representatives of major organizations concerned with the education of handicapped children.

As a result of these actions and more than 3,000 written comments received, Secretary of Education T. H. Bell withdrew provisions in six areas of the proposed regulations and published a Notice of Modifications to the regulations on November 3, 1982 which extended the comment period to December 2.

The Department also pledged to increase its efforts to meet with parents, educators, school officials, and representatives of organizations, and gave a commitment to undertake an extensive analysis of the comments. Following an analysis of these comments, the Department will publish an entirely new Notice of Proposed Rulemaking, and the public will again be invited to comment before final regulations are developed.

By the end of 1982, SEP had received approximately 20,000 written comments, which are being logged, coded, entered into the computer, and categorized by topic and by commentator. Of the 15,436 comments coded by the end of January, 14,832 were against the proposed regulations, 409 were in favor, and 195 were neutral. The Department feels this sample should be representative of the overall outcome.

In addition, the SEP has designed a "qualitative analysis" to reference and extract all comments which suggest language changes or revisions in specific provisions of the regulations. These will be entered on a categorical list and ranked in order of the frequency they were suggested. Once completed, the results will be

view. Progress has produced a number of educational advantages." The "resurgence of interest" in issues concerning the education of the handicapped will continue to be utilized to identify and remediate current and emerging concerns. And the Department has also realized the need for a better system to track attitudes and parent-school district relationships.

SEP also notes that a number of articles on the proposed regulations were quickly disseminated in newsletters, fact sheets, and special mailings. "This extensive and relatively rapid information distribution suggests enormous potential for the exchange of ideas and the development of a realistic public participation process," says a SEP paper. "The power and effectiveness of these communication systems have been clearly demonstrated and we will actively support their continuation as we collectively engage in the process of developing new proposed regulations."

HHS Proposes Major Changes to New Drug Approval Process

In order to encourage new drug research and greater availability of "orphan drugs," the Department of Health and Human Services (HHS) has proposed major changes in the Investigational New Drug (IND) approval policy. The proposals, announced February 3, are designed to streamline requirements for researchers and sponsors of IND's and focus Food and Drug Administration (FDA) resources on safety concerns in early testing.

The IND revisions will expedite drug research and development by targeting FDA review on the rights and safety of human subjects in the earliest stages of testing, instead of detailed issues of study design.

"Only a very few of the drugs tested at this early stage are selected for further study, and ultimately submitted to FDA for marketing approval," outgoing HHS Secretary Richard S. Schweiker pointed out. "The changes we are making to narrow the scope of FDA review will allow researchers to do a quicker, preliminary screen to determine which drugs are most promising."

"Another important part of the proposal implements provisions of the new Orphan Drug Act, signed in January by President Reagan, and should significantly benefit patients with rare, orphan diseases. We'll be settling up a clearer mechanism to make therapies available to patients with serious diseases who lack satisfactory alternative treatment. Orphan drugs will be leading candidates under this system."

The new proposals are part of an ongoing administrative

necessary delays and makes the best use of resources—while fully maintaining consumer protection. With these IND proposals, and last year's NDA proposals and FDA management improvements, we have set in motion the changes that will make that goal a reality. Many of the IND and NDA changes we are proposing reflect provisions in legislation I first introduced as senator in 1979. I am pleased to see them come to fruition, and I congratulate FDA Commissioner Hayes and his IND/NDA task force on their excellent work."

Specifically, the proposals would:

- Allow greater freedom for researchers to change their studies during the early phase of human drug testing, by narrowing the scope of FDA's review to focus on safety issues and the protection of research subjects.
- Make some drugs still in research more accessible to patients with serious diseases or conditions, for whom alternative therapies are not available. This broader availability would be permitted in special circumstances after basic safety and some degree of effectiveness have been established, and should be particularly important for some "orphan diseases."
- Strengthen requirements for investigators to report adverse drug experiences to FDA by requiring fatal or life-threatening reactions to be reported in three days and all other reactions in 10 days.
- Exempt some clinical investigations from IND filing and reporting requirements so long as safety is not an issue and the study is not intended to support a new use or other significant change. The proposed exemption would reduce reporting requirements on academic researchers and permit FDA resources to be focused on drugs that truly require FDA oversight. The net effect of these provisions should reduce the total number of IND applications by more than 15 percent each year.
- Expand communication between drug researchers and FDA by offering sponsors the opportunity to meet with FDA reviewers during the IND stages to plan drug studies and reduce the possibility of disputes and delay later on. This sort of consultation can save a year or more of misdirected research.
- Clarify the format for IND submission in order to create better organized applications, resulting in prompt agency review.

In addition to these changes, FDA will be developing new guidelines to clarify requirements for toxicology and chemistry data needed to support applications to carry out human testing. FDA is also developing guidelines to aid sponsors in organizing and presenting their IND submissions in order to facilitate more efficient agency review.

Clinical testing is conducted by drug sponsors in three phases. During these phases, the sponsors provide their plans and FDA monitors the testing to ensure pa-

ment and Budget for review prior to publication in the *Federal Register*.

HHS Publishes Regulations To Protect Handicapped Infants

The Department of Health and Human Services has published interim final regulations in the *Federal Register* to protect handicapped infants from discrimination on the basis of race, ethnicity, or medical condition in the provision of nutrition or medical care.

The regulations, which became effective on January 1, 1983, require each recipient of federal funds that provides health care services to infants to post a notice in a conspicuous place in delivery, postpartum, maternity wards and nurseries (including in-room nurseries) a notice stating that "discrimination on the basis of race, ethnicity, or medical condition in the provision of food and care for handicapped infants is prohibited by federal law."

The notice advises that anyone having knowledge that a handicapped infant is being discriminated against in the provision of nutrition or medical care should immediately report the discrimination to the nearest HHS office at a number provided in the notice, or the state child protective agency, or the local health department, or the alleged violator.

The Secretary of HHS believes that the Interim Regulations provide the best means to ensure that violations of the law be reported in time to save the lives of handicapped children who are denied food or are otherwise harmed by discrimination in the provision of food or medical care by federally assisted programs or activities.

The regulations are based on Section 504 of the Rehabilitation Act of 1973, which states that "No qualified handicapped individual... shall, on the basis of his handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

President Reagan, on April 30, 1982, directed the Secretary of HHS to advise health care facilities of the Section 504 regulations for handicapped persons, including the HHS Office for Civil Rights sent a written notice to hospitals on May 18, 1982. The interim regulations issued on March 7 are designed to strengthen the Department's ability to deal with cases of alleged discrimination in the provision of nutrition or medical care to handicapped infants, a problem which gained prominence after the death of a handicapped newborn infant in Indiana last year.

HHS, in enforcing the regulation, intends to rely on the voluntary cooperation of state and local health departments, which are closest to the scene of violations, which have traditionally played the key role in the investigation of complaints of child abuse and

Overview of NIHR Activities



The following statement by Douglas A. Fenderson, Ph.D., director of the National Institute of Handicapped Research (NIHR) was given before the House Labor and Human Resources Committee, Subcommittee on the Handicapped, at oversight hearings on the reauthorization of the Rehabilitation Act of 1973, February 24, 1983.

As you know, nearly one in six Americans of working age has some limitation of function or disability. The mission of the Institute is to study the handicapping consequences of these disabilities and, through research and demonstration studies, to apply new knowledge and technology to prevent, stabilize, and ameliorate such disabilities and handicaps.

I would like to address three major questions this morning:

- How have we used our 1982 appropriation?
- How are we using the additional funds included in our 1983 budget, and
- In what ways are disabled persons benefiting from these efforts?

The fiscal year 1982 appropriation of \$28,560,000 was utilized as follows: The largest proportion of our budget—83 percent—was provided to centers conducting long-term studies, utilizing teams of medical, technical and allied professionals. Twenty-six research and training centers were supported at a cost of \$15.6 million; \$8.1 million was provided to 17 rehabilitation engineering centers. The core areas of research include: comprehensive rehabilitation, medicine, vocational rehabilitation, mental retardation, aging, blindness, mental ill-

ing funds were used to support 13 discrete research projects, totalling \$1.9 million; 8 knowledge dissemination and utilization projects for \$2.0 million; \$.07 million for international domestic support; and \$.1 million for miscellaneous support activities related to research planning and administration. Lapsed funds totalled \$. million.

How are we using the additional funds included in our 1983 budget?

- Because of the intense competition for funding in fiscal year 1983 a number of qualified applicants ended up in an "approved but not funded" category. Over \$3 million will be used in fiscal year 1983 to fund the most meritorious of these applications.

We have also reserved \$300,000 to begin an authorized program for rehabilitation research fellowships for young and mid-career professionals. These fellowships will support new research initiatives and stimulate the development of talented investigators in rehabilitation research areas.

In what ways are disabled persons benefiting from these efforts?

Benefits from comprehensive medical rehabilitation programs include:

- Brain injuries resulting from traumatic accidents or stroke often result in serious and perplexing physical, intellectual, and emotional defects. Four major research center programs will coordinate studies on ways in which these refractory problems can be solved. An important by-product is a primary prevention campaign to reduce the number of such injuries.
- Disabled children are benefiting from a major pediatric research and training center on early treatment and followup which aims to anticipate and prevent possible disabling conditions.
- Burn patients will benefit from studies examining the long-term consequences of severe burns and attempts to limit these through advanced methods of care.
- Recent advances in the treatment of heart disease have raised new questions about remaining limitations of function and the effectiveness of rehabilitative measures. A major study of cardiac rehabilitation will provide clinically valuable information.

Engineering and technology studies have shown:

- Exciting progress in the application of computer technology to neuromuscular and sensory impairments includes: communication aids, robotic aids, and wheelchair control systems for the severely disabled. Con-

Breaking New Ground for The Handicapped Farmer

When Don Skinner was paralyzed from the waist down in a fall two years ago he never gave a thought to abandoning his lifelong vocation. Using a radio attached to a car antenna hanging from the windowsill of his hospital room, he continued to direct the corn and bean planting on his 960 acre farm near Pawnee, Illinois. By harvest time, he was back in the fields atop his big red tractor, specially equipped with hand controls and a "manlift" he designed and built with the help of neighbors and friends.

Skinner now shares his experience and designs with others as part of a special project to assist physically disabled farmers sponsored by Purdue University's Department of Agricultural Engineering.

Begun over three years ago with financial support from Deere and Company, the first objective of the Purdue project was to determine and identify the extent and nature of physical handicaps among farmers. National farm accident data tabulated by the National Safety Council estimated that one to three percent of full-time farm operators have suffered permanent disabling disabilities due to farm-related accidents. But a Purdue study of Indiana farmers showed this figure to be three to five percent. Another 17 percent were found unable to perform essential farm jobs because of a physical handicap.

In addition to disabilities resulting from farm accidents, particularly amputations, the Purdue study also found high incidents of cardiovascular diseases, dust and mold allergies, back and spinal problems, and arthritis and other diseases of the joints among the farm population.

"Farming is one of the most hazardous occupations based on fatalities per 100,000 workers," points out Bill Field, an extension safety specialist and head of the handicapped farmer project at Purdue. "Yet there are practically no provisions made in farm equipment or facilities for those who have been disabled."

With this knowledge in hand, Field and others set about identifying, developing, evaluating and compiling information on various designs, modifications and accessories to aid handicapped farmers in operating equipment and completing other farm jobs. Although they developed some new designs, most came from innovative farmers like Don Skinner who had, out of necessity, designed their own.

These farmers, initially identified through surveys and field site investigations, were finally brought together to exchange ideas and experiences at a series of work-



Don Skinner demonstrates the "manlift" for his tractor he designed and built with the help of friends.

"The object is to get the professionals and the farmers together to see what other farmers are doing, to give them a chance to have a good dialogue, and to give the families a chance to meet and talk," says Field. "What we are doing is multiplying the efforts of individuals around the country. The farmers themselves have done this."

Field says that it is sometimes difficult to get the farmers to come to the workshops "because they don't see themselves as handicapped." But these independent and self-reliant farmers have quickly come to realize the many benefits to be had from swapping ideas and resources. The workshops include examples of owner-built manlifts and controls for tractors, combines and other equipment; an overview of agricultural equipment adaptations; and a review of resources available to the farmer/grower or family member.

And in order to facilitate this sharing process, Field recently initiated a client supported newsletter, *Breaking New Ground*, which reports on developments and resources in the field and carries accounts of farmers who have successfully overcome their disabilities. No subscription fee is charged for the quarterly newsletter, but donations of \$10 or more are requested. After only two issues, however, *Breaking New Ground* has already reached a circulation of 1,800 handicapped farmers and

ord to all farmers. Manufacturers of farm equipment have also made significant progress in recent years in designing a safer product. But farm equipment has a very long life span, and many disabilities result from accidents with older equipment. "About 6,000 or 7,000 disabling disabilities occur every year among farmers," says Field, "and that is the audience we are trying to reach and serve."

The Purdue project is recognized as the leader and primary resource center for assistance to handicapped farmers, but studies and outreach efforts have also been in several other states and Canada as a direct result of Purdue's example.

Removing, or even reducing, the barriers for handicapped farmers will require the cooperative efforts of a number of disciplines to solve the many economical, physiological, psychological and technological problems involved," writes Field. "Of these problems, the most difficult appears to be technology . . . It is nevertheless clear that the potential benefits to many handicapped persons, in addition to farmers, through the use of modern technology remains largely unrealized."

For additional information on Purdue's project to reduce barriers for handicapped farmers, contact:

Bill Field
Department of Agricultural Engineering
Purdue University
West Lafayette, IN 47907
(317) 494-1191

Anderson *(Continued from page 5)*

mellorate pain, and to help control bladder function.

Several problems with the application of rehabilitation engineering to the needs of disabled individuals need to be resolved. These include limited economic incentives to manufacturers and the lack of rigorous testing of prototype models.

Disabled persons who most need specialized adaptive equipment are often the least able to pay for it. Insurance and other third party sources usually exclude such unique devices from coverage.

A major "stimulation of industry" study seeks to remove barriers to testing and commercial production of many new devices, but the troublesome economic problem is likely to persist.

In the area of resolving personal, economic and employment problems:

One of the most important problems of disability in the United States relates to the disability provisions of the Social Security program. A major study is aimed at early intervention to prevent unnecessary economic de-

tional needs of retarded persons has improved the prospects for many retarded citizens.

On the subject of special populations:

- Native Americans have had limited access to rehabilitation services. A special center will study ways of overcoming the barriers to physical restoration and other rehabilitative services for this group.

- Another special population is the elderly disabled. Two groups are of interest. One is disabled persons who, as they age, experience increasing difficulty maintaining their independence. The other includes those of us, who as we age, live closer to our limits of physical capacity and may need rehabilitation guidance and aids to prevent premature and unnecessary dependence.

- Finally, a major study of the handicapping consequences of multiple sclerosis and similar neuropathies will improve rehabilitation services for this group and help answer questions about the value of various rehabilitative methods.

In applying what we know:

- NIDRR has developed a National Rehabilitation Information Center, which provides access to the results of some 7,500 completed research studies as well as information about some 5,000 technologic aids and devices. Last year the center received more than 12,000 requests for information.

- A network of private self-help groups and other community organizations of the disabled has been identified through which the informational resources of the Institute and the Clearinghouse on the Handicapped can be communicated.

Thank you for this opportunity to present some of the exciting and forward looking developments on behalf of our disabled citizens.

Jean Tufts Dies

Following a lengthy illness, Jean Tufts, Assistant Secretary for Special Education and Rehabilitative Services (OSERS) for the Department of Education, died at George Washington University Hospital, Washington, D.C., on February 14, 1983.

Mrs. Tufts took over as the head of OSERS in October 1981. Before that she served as the president of the National School Boards Association since 1970. She served with the New Hampshire Board of Education from 1970-75, and had been a consultant with the Pennsylvania school program for the Handicapped of the New Hampshire Education Department.

Mrs. Tufts is survived by her husband, Anthony, for

Of the Federal Funding Process

By Donald Barrett, Clearinghouse on the Handicapped

Federal Project Grants: Information and Resources

A physicist will tell you that everything is made up of atoms, molecules, and other particles. A chemist will say that all things are made up of different combinations of the basic elements. Ask today's researcher or program administrator for a universal statement, and he'll probably say, "Everything costs too much money; if we only had more."

For the would-be fund seeker, the competition for federal money is high, and the demand will always outstrip the supply. Finding out who funds what? when? and how can I apply for it? can seem an intimidating proposition. It need not be. But the uninitiated grant seeker will need certain tools to obtain the needed information. He will do well to learn what he can about the funding process and its application to his particular project. In doing so, costly mistakes can be avoided.

The Clearinghouse regularly receives inquiries requesting application packets for various grant programs whose application deadlines have long passed. People have asked us for application closing dates, eligibility criteria, funding levels, and assistance in matching their project ideas with available grant programs. In all cases, inquirers have used valuable time to obtain information from us that could be found through a more direct route.

What follows, then, is an overview of the federal funding process in the disability field intended to direct first time grant seekers to the proper source for this information. The two primary sources described here are the *Catalog of Federal Domestic Assistance* and the *Federal Register*. But we have also included a "Resources for Funding Information" section which lists a variety of organizations and publications which offer more detailed information on this subject. The first place to start, however, is to know what grants are available and who is eligible.

Know Your Grant Programs

Formula grants are allocated to state and local government agencies, and are not available on a competitive basis to individuals and institutions. These grants are applied for and administered by state agencies, (e.g., state vocational rehabilitation agencies, state departments of special education). Formula grants are designed to provide ongoing support for major state programs. States are automatically eligible for these funds by law, with amounts being determined by a formula, which takes into account such factors as population, unemployment rate, per capita income, and the number

Block grants are like formula grants in that they are divided as support for ongoing programs. However, block grants are used to fund formerly separately funded programs.

For example, the Maternal and Child Health Block Grant Program, which came into being with the signing of the Omnibus Reconciliation Act in 1981, combines seven different programs which were formerly funded under separate funding mechanisms. These programs were Maternal and Child Health, Crippled Children's Services, Lead-Based Paint Poisoning Prevention Services, Sudden Infant Death Syndrome Programs, hemophilia programs, genetic disease programs, and a separate version of adolescent pregnancy grants.

States are generally given a wide range of latitude in dividing up this block grant money among the various programs. However, some guidelines do exist. For example, in the Maternal and Child Health Block Grant, 10 to 15 percent of the funds are to be earmarked for special maternal and child health, genetic diseases, hemophilia demonstration projects.

Money for *discretionary grants*, on the other hand, flows directly to state and local governments, as well as institutions such as colleges and universities, and other public and private organizations. The important general considerations to keep in mind concerning discretionary grants are that unlike formula or block grants, which support large diversified programs, these grants are smaller, administered by a federal agency, and include research grants, training grants, experimental and demonstration grants, evaluation grants, planning grants, construction grants, and fellowships and scholarships.

Applications for these funds are made by eligible entities to the appropriate federal agency. Even though the eligible entity may be a state or local government agency, the grant is still administered at the federal level.

The various limbs of the federal money tree can seem tangled, however, because many federal agencies that operate formula grant programs also disperse project grant funds under separate and distinctive legislative authority. The Rehabilitation Services Administration (RSA), for example, operates the state/federal vocational rehabilitation formula grant program as well as a number of federally administered projects that emphasize specific service needs of the disabled population (e.g., Centers for Independent Living and Projects in Industry). These projects in turn provide grant money to numerous locally based organizations which carry

evaluations.

Other types of federal financial assistance may also include direct payments programs such as those administered by the Social Security Administration, and various direct, guaranteed or insured loans such as those administered by the Small Business Administration and the Farmers Home Administration.

Catalog of Federal Domestic Assistance

Once you understand the types of federal grant programs and the eligibility requirements for each, the next logical step is to find the grant which is compatible with your proposal. Probably the most comprehensive source for this information is the *Catalog of Federal Domestic Assistance* published by the Office of Management and Budget. This annual publication is a government-wide compendium of federal programs, projects, services and activities which provide assistance or benefits to the American public. As the basic reference source for information on federal programs, the primary purpose of the Catalog is to assist its users in identifying programs which meet the specific objectives of the potential applicant.

The bulk of the Catalog is comprised of descriptions of each distinctive program of federal domestic spending. Each program description contains such information as the administering federal agency, authorizing legislation, program objectives and goals, types of financial and non-financial assistance, uses and restrictions, applicant eligibility requirements, the application and awards process, regulations, guidelines and literature relevant to a program, information contacts, examples of projects funded under the program, and criteria used in evaluating proposals.

The Catalog also contains five indices, which are provided to assist the user in locating programs of specific interest. These include the agency/program index, the functional index, the subject index (which contains approximately 200 categories and subcategories for easy reference), the applicant eligibility index, and the index listing deadlines for applications (if available at the time of publication).

This guide is available for \$30 from the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402, (202/783-3238).

The Catalog is also available for searching at the Government Documents Section of many large public libraries, Federal Information Centers, and a variety of state government agencies.

A computerized version of the Catalog known as the Federal Assistance Programs Retrieval System (FAPRS) (see Information Sources at the end of this article), is also available for searching through the Department of Agriculture's state extension service.

be placed on the mailing list for information and application packets on the programs they administer.

Keep in mind that, since the federal fiscal year runs from October 1 through September 30, the deadline date for submitting applications for the various discretionary programs will usually fall in the first part of this period. By the time you read this, the closing dates for making application for grants under most programs for which funds are appropriated for the 1983 fiscal year will have passed. Even so, you can use this information to make yourself ready for the 1984 fiscal year.

Federal Register

Another indispensable source of federal funding information is the *Federal Register (FR)*. This daily periodical provides official notice to the general public of all federal agency regulations, policy changes and funding information. In the case of federal grants, it contains background information, funding authority, available funding, priorities, eligibility requirements, selection process, and closing dates for grant applications. The notice may also include detailed guidance on how to prepare and submit applications or pre-applications.

It is important to track the announcements in the FR because, as in the case of the National Institute of Handicapped Research (NIHR), the public is invited to comment on proposed funding priorities, which eventually determines the areas funded, and sometimes, the mechanism for funding. Pre-applications, such as those requested by the Office of Human Development Services (OHDS), are designed to encourage wider participation in the funding process, and applications for the actual grant awards are then requested from those who pre-applied.

Closing dates for applications also differ from agency to agency. Some publish one date for all program applications while others publish separate dates for different programs. Federal agencies do not always use the FR in the same way, so a working knowledge of the FR is vital for the serious grant seeker.

Like the *Catalog of Federal Domestic Assistance*, the *Federal Register* is available at many large libraries, and is subscribed to by a number of state government agencies and many national organizations that work with disabled individuals.

Persons and organizations with computer search capability who access the services of either of the two database vendors, DIALOG Information Services and the System Development Corporation (SDC), can obtain records of items published in the FR.

DIALOG's Federal Register Abstracts and SDC's FEDREG, both updated weekly, can be searched using

a variety of descriptors such as date, law numbers, originating agency, words or terms defined by the user, and approximately 250 pre-defined index terms.

Subscribers may access the files directly using their own computer terminals, or may have searches conducted through an intermediary.

Additional information and referrals to organizations offering search capabilities may be obtained from the vendors: DIALOG Information Services, Marketing Department, 3460 Hillview Avenue, Palo Alto, CA 94304, (toll-free 800/227-1960 except in California; in California, 800/352-6689); and the System Development Corporation, 2500 Colorado Avenue, Santa Monica, CA 90406, (800/421-7229 outside California; 800/352-6689 in California).

In addition, Legi-slate produces and markets the Regulate data base. This file is updated daily, making items from the FR available on the day of publication. Potential subscribers to this service may contact Legi-slate, 444 North Capitol Street, Suite 400, Washington, DC 20001, (202/737-1888).

Interested persons may also subscribe to the regular printed version of the Federal Register by contacting the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402, (202/783-3238). The subscription price for one year is \$300; for six months, \$150.

Contacting the Program Office

Whether or not one uses the FR, it is recommended that the program office be contacted as soon as a project idea has been matched with a potential grant program. When contacting this office, ask for any information they may have on past closing dates, eligibility criteria, available funds for "new" grant awards (different from funds used to continue previously funded projects), and any special priorities that have been established that will affect the type of projects to be funded. If available, a list of projects previously funded under this program or a list of projects within your geographical area may also be helpful.

At this point, you may finally be ready to prepare a proposal. The program office will usually assist you by providing a sheet listing the criteria upon which the proposal will be judged. For the sake of clarity and easy reference, it can be a good idea to attach this sheet to your proposal, writing the proposal page numbers next to each criterion which indicate where the specific information can be found. Include time lines if appropriate, and always include a table of contents. The style, format, language and content of the proposal is, of course, very important. Many of the organizations and

entirely from grant award mechanisms. The government's interest in specific services, products, and research and development efforts is advertised in the *Commerce Business Daily (CBD)*. Potential suppliers must meet government specifications, which are more rigid and well defined than the general guidelines given in grant requests for proposals. Interested individuals and firms have to submit a bid with a description of services and/or products to be provided, or a proposal. Contracts awarded cover the gamut from consulting services in fields such as human services, engineering, military sciences, and many others, to biomedical research on specific topics to the operation of specialized facilities such as information centers. The CBD also announces surplus property offered for sale by the Federal Government. Subscriptions to the CBD are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402, at the following pricing schedules: first class, \$175 per year or \$90 for six months; fourth class, \$100 per year or \$50 for six months.

Some procurements are set aside for small business or minority firms. Information on how organizations may qualify for these is available from the nearest office of the Small Business Administration (SBA) (consult the U.S. Government's listings in the white pages of your telephone directory), or from the SBA headquarters office located at 1441 L Street, N.W., Washington, DC 20416. The SBA also offers procurement assistance to minority businesses to help them participate in federal procurements and contracts. A similar program works to insure that small businesses receive a fair share of government contracts and subcontracts.

In addition, users of DIALOG Information Services (see above) may access the CBD online database. This file is updated daily, and may be searched by sponsoring agency, type of award (i.e., procurements, contracts), keywords describing the subject area of the business opportunity, and date.

Resources for Funding Information

Databases

Federal Assistance Programs Retrieval Systems (FAPRS)
Federal Program Information Branch
Office of Management and Budget
726 Jackson Street, N.W., Room 6001
Washington, DC 20503
(202) 395-3112

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